



OPERATING POLICY 411

Scottsdale Memorial for the Fallen Eligibility Criteria and Process

Date: As approved by the Scottsdale Veterans Advisory Commission Sept. 6, 2023

Contact: Office of Communication and Citizen Service

SECTION A: GOAL, RESPONSIBILITIES, PROCESS

1. GOAL OF THE SCOTTSDALE MEMORIAL FOR THE FALLEN

The Scottsdale Memorial for the Fallen honors service members with a strong connection to the Scottsdale community who died while in military service.

2. ROLES AND RESPONSIBILITIES

Scottsdale Veterans Advisory Commission

Pursuant to Scottsdale City Code Section 2-333.5, the Veterans Advisory Commission will review and approve criteria to determine those eligible to be listed on the Scottsdale Memorial for the Fallen, and act as an arbitrating body when disputes arise.

Scottsdale City Staff

The city of Scottsdale Communications and Public Affairs Director or designee will administer this program, including managing applications, providing materials for the Veterans Advisory Commission as needed, and scheduling any engraving or maintenance work for the memorial.

3. PROCESS

1. Applications to add names to the memorial will be taken via an online form
2. Nominations will be researched as received by staff
3. After determining eligibility (yes/no), the nominator will be notified and a report will be provided at the next available Veterans Advisory Commission meeting
4. If a nomination is determined to be ineligible per the criteria below, the nominator may appeal to the VAC at a future meeting

4. ANNUAL SCHEDULE

- Nominations will be taken each calendar year from January through December.
- If names are to be added, arrangements will be made so that names are etched each May and honored on or around Memorial Day of the following year (if possible).

SECTION B: ELIGIBILITY TO BE INCLUDED ON THE SCOTTSDALE MEMORIAL FOR THE FALLEN

Individuals are eligible to be listed by name on the Scottsdale Memorial for the Fallen provided they died under honorable conditions while in uniformed military service to the United States of America and had a substantial connection to the Scottsdale community.

Per information provided and verified during the application and review process, eligibility will be determined as specified below:

1. NATURE OF MILITARY SERVICE:

The person qualifying to be listed on the Scottsdale Memorial for the Fallen must have been a United States military service member (active duty, National Guard or reserves) who died or was declared missing in action while on active duty, active duty for training, inactive duty for training, or under otherwise honorable conditions.

2. CONNECTION TO THE SCOTTSDALE COMMUNITY:

The person qualifying to be listed on the memorial:

- Was a city of Scottsdale area resident as determined by official Home of Record on date of enlistment or commission, Census record or other official source, OR
- Otherwise demonstrates a strong connection to the Scottsdale community, such as, but not limited to:
 - Attended elementary or high school within the city of Scottsdale for a substantial period as determined by official records, OR
 - Worked in Scottsdale for a substantial period, creating a strong connection with the community, OR
 - In the course of military service was assigned to duty in the city of Scottsdale and passed while in Scottsdale, OR
 - Was an enrolled member of the Salt River Pima-Maricopa Indian Community, or an enrolled member of the Fort McDowell Yavapai Nation